



# CITY OF ATLANTA

## Job Announcement

### PARKING METER COLLECTION TECHNICIAN

**STARTING SALARY: \$23,531 \*\***

**Salary Grade: 7**

**Applications Accepted From: May 2, 2005 until vacancies are filled or until May 13, 2005**

#### **Minimum Job Requirements \***

Applicants for this position must have a high school diploma or GED; one year of experience in counting, receiving and disbursing money; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills and abilities for this job.

#### **LICENSES AND CERTIFICATES \***

Applicants must possess a valid Georgia Driver's License and must remain valid while employed in this position.

#### **Duties of the Job:**

This employee provides on street parking collections functions from assigned parking meters within the City; conducts collections on a bi-weekly basis; prepares and/or generates any required status reports on revenue collections; assists the Collection Monitor when required; responds to routine requests for information or assistance from officials, members of the staff, the public or other individuals; performs other duties as required.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30303.

Phone: (404) 330-6369

[www.atlantaga.gov](http://www.atlantaga.gov)

FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

**THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS THEY DEEM MOST APPROPRIATE FOR THE POSITION WITHIN 30 DAYS OF THE EXPIRATION OF THIS BULLETIN. NO OTHER COMMUNICATION WILL BE SENT REGARDING THE STATUS OF YOUR APPLICATION.**

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER IN THREE CATEGORIES: QUALIFIED, WELL QUALIFIED OR HIGHLY QUALIFIED

**THE EXAMINATION WILL CONSIST OF AN EVALUATION OF TRAINING AND EXPERIENCE.**

\*Verification required prior to appointment.